

Registered number: 07025891
Charity number: 1132951

HARTLEPOOL CARERS
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

HARTLEPOOL CARERS
(A company limited by guarantee)

CONTENTS

| | Page |
|---|----------------|
| Reference and administrative details of the charity, its Trustees and advisers | 1 |
| Trustees' report | 2 - 7 |
| Independent examiner's report | 8 |
| Statement of financial activities | 9 |
| Balance sheet | 10 - 11 |
| Statement of cash flows | 12 |
| Notes to the financial statements | 13 - 26 |

HARTLEPOOL CARERS
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

| | |
|----------------------------------|--|
| Trustees | E C Garrett (appointed 1 June 2021) G Hansen (appointed 1 June 2021) M L Brown, Secretary J Gettings S Piercy, Chair L Allison L Francis, (Trustee only) (resigned 18 February 2022) B Harrison, (Trustee only) (resigned 18 February 2022) K Sharma, (Trustee only) (resigned 18 February 2022) B Hart, Treasurer P Kewley, (Director only) |
| Company registered number | 07025891 |
| Charity registered number | 1132951 |
| Registered office | 19a Lowthian Road Hartlepool Cleveland TS24 8BH |
| Chief executive officer | C Fewster |
| Independent Examiners | Waltons Business Advisers Limited Chartered Accountants Maritime House Harbour Walk The Marina Hartlepool TS24 0UX |

HARTLEPOOL CARERS
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the financial statements of the charity for the year 1 April 2021 to 31 March 2022. The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

◆ **Policies and objectives**

Purposes and aims

To provide Information, Advice and Guidance to unpaid carers who provide essential care to individuals living with a long-term illness, disability, sensory loss, mental health needs and/or substance misuse. We operate across Hartlepool and support carers living out of area if they are providing support to a cared for person living within Hartlepool.

Ensuring our work delivers our aims

The charity reviews its aims, objectives and activities each year to ensure that the activities have met the objectives and that any planned activities will do so. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Our mission

Hartlepool Carers work collaboratively to ensure carers can live well around their caring role, have opportunities within in their community to enhance their skills, employment, and social opportunities as well as providing early support to prevent the need for crisis intervention.

HARTLEPOOL CARERS
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(continued)

◆ **Achievement and performance**

The focus of our work

We provide unpaid carers with information and support around their caring role, covering areas including Mental Health, Social Opportunities, Managing at Home, Education/Training, Physical Health and Finances.

Hartlepool Carers have a person-centred approach to ensure carers are at the heart of their planning and identifying the support they need to continue effectively in their caring role.

To ensure the needs of carers are addressed effectively we work with partner organisations who are specialist in providing

- Financial Advice and Guidance
- Adult Education and Learning
- Mental Health Services

We also work closely with Statutory Services to ensure the needs of the carer and cared for people are met.

Community Led Support

Hartlepool Carers continued to provide regular community opportunities to help improve the lives of carers across Hartlepool.

Working collaboratively within Community Hubs, enables carers to have access to other local services and support.

Young Carers have access to weekly sessions that are led by our dedicated staff team. Sessions are developed around young people's wishes and needs, providing encouragement and support to engage individuals within their community. Alongside social opportunities we also provide weekly 'learning' sessions that support young carers in their education.

Hartlepool Carers also provide a range of Adult Carers sessions. On average we provide five sessions per week to enable carers to meet others living in similar situations. Providing opportunities helps carers build in confidence, skills, and resilience.

We have also introduced Hartlepool Young Adult Carer Group. Working with our community it was clear carers aged between 18-25 years old became 'hard to reach' for several reasons. Having a dedicated group for carers in this age group has increased awareness of caring within our community. The group take part and develop social opportunities for their peers and awareness raising sessions across the town.

Throughout the pandemic we had an increase of carers moving out of their caring role due to their loved ones passing away or moving into long term residential care. It was evident carers felt isolated and required support to develop links back into their community. 'Moving On Group' now provides a range of friendly sessions across the week, improving the well-being of carers experiencing loss.

During the COVID-19 pandemic, all sessions moved to a virtual offer to ensure Carers continued to have access to services and support.

HARTLEPOOL CARERS
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(continued)

Additional funding was sourced to meet the emerging needs of carers throughout this time. This included a 'Tech Service' providing loans of tablets and laptops to keep people connected as well as a 'Cycle Loan Service' to enable carers to access their community and improve physical well-being.

Throughout lockdowns Hartlepool Carers provided 'Well-being packages and Resources' to provide carers with activities and an offer to join sessions virtually.

When restrictions allowed Hartlepool Carers offered a blended offer of virtual and face to face sessions to allow carers to have the choice in the way they wished to receive our services.

• **Key performance indicators**

- 609 activities and events for adult and young carers delivered
- 3542 carers attendance
- 76 Tablets loaned to carers to keep them connected to the community
- 292 Care for a Call contacts made by volunteers
- 12 bikes loan out to support physical health
- 898 Light Touch Assessments complete
- 174 Full Carer Assessment complete
- £25,000 distributed to carers for short breaks
- £6,000 distributed for white goods
- 217 Carer Discount Cards provided
- £50,000 raised to purchase Hartlepool Carers Holiday Home.

Financial review

• **Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

• **Reserves policy**

At the year end the charity has restricted funds of £57,236 which are held as current assets.

There are unrestricted funds of £392,188 of which £171,340 is held as fixed assets. There are designated funds of £194,243. £81,000 was designated to cover three months running costs and redundancy if the funding to the charity was to cease, £58,243 was designated to cover the cost of running and repairing the caravan donated in the year and £55,000 was designated to cover the cost of two new employees starting post year end.

Our aim is to achieve funding equal to expenditure on an annual basis to retain this level of reserves.

• **Financial position**

The charity made a surplus in the year of £136,128.

The charity has investments and cash of £261,387. Free reserves were £220,848 of which £194,243 has been designated as above.

HARTLEPOOL CARERS
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

• **Principal risks and uncertainties**

Hartlepool Carers continue to hold ISO 45001 and ISO 9001, this provides us with systems to monitor Strengthens, Weaknesses, Opportunities and Threats.

Risk Analysis is monitored within operations and strategic departments and inspected annually.

Monitoring allows us to identify risks and plan to minimise any impact.

Structure, governance and management

• **Constitution**

Hartlepool Carers is a charity limited by guarantee, incorporated on 22 September 2009 and is governed by its Memorandum and Articles of Association as amended by special resolution on 11 November 2009. It was registered as a charity on 25 November 2009.

• **Methods of appointment or election of Trustees**

The board consists of no fewer than one trustee and has no maximum. The necessary quorum for the transaction of any business is two. Trustees are recruited from the local population and all have an interest in the aims and objectives of the charity.

• **Organisational structure and decision-making policies**

The Charity is an autonomous body. The Trustees make strategic decisions about the charity and the day to day running of the charity is delegated to the CEO and the team. The CEO is responsible for ensuring that the aims and objectives of the charity are met. The board meets once every 3 months to consider reports from the manager and other staff members and Trustees are involved at other times in the administration of the charity.

• **Policies adopted for the induction and training of Trustees**

All Trustees receive an induction to the organisation and an application booklet is provided which contains all of the Trustees responsibilities, as well as providing information on the Charity's mission.

• **Pay policy for key management personnel**

Salaries are to be balanced against;

Similar sized charities

Other key management posts in the region

Availability of sufficient funding

Growth/potential growth of, and impact/influence of, Hartlepool Carers

HARTLEPOOL CARERS
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

• **Plans for future periods**

Working in partnership with carers across Hartlepool, we will continue to develop services to meet the changing needs of our community, we will:

Re-introduce a full activity and events programme in our community.

Work alongside school leaders to raise the profile of Young Carers in our community.

Work with 'Primary Care Networks' to build relationships with local GP services.

Expand Hartlepool Carers team to enhance our offer.

Strengthen partnerships with CLIP and other Voluntary Community Networks.

Sustain funding to maintain Hartlepool Carers Parent Link Worker.

Increase training offer to raise the profile of Unpaid Caring and Young Carers in our community.

Expand Volunteer Ambassadors to support Hartlepool Carers work to widen our offer.

Continue to listen and adapt services to meet our community's needs

• **Financial risk management**

During the year the Trustees have undertaken a formal risk assessment process which has enabled them to identify the risks to which the charity is exposed and put in place measures to mitigate those risks.

HARTLEPOOL CARERS
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

S Piercy
Chairman
Date:


25/1/23

HARTLEPOOL CARERS
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2022**

Independent Examiner's Report to the Trustees of Hartlepool Carers ('the charity')

I report to the charity Trustees on my examination of the financial statements of the charity for the year ended 31 March 2022.

Responsibilities and Basis of Report

As the Trustees of the charity (and its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

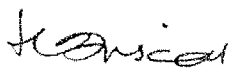
Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants of England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Signed:



Dated:

25 January 2023

Heather O'Driscoll FCA

Waltons Business Advisers Limited
Chartered Accountants

HARTLEPOOL CARERS
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

| | Note | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|------------------------------------|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from: | | | | | |
| Donations and legacies | 3 | 43,502 | 119,734 | 163,236 | 102,533 |
| Charitable activities | 4 | 345,892 | - | 345,892 | 270,557 |
| Other trading activities | 5 | - | 23,819 | 23,819 | 31,823 |
| Investments | 6 | - | - | - | 9 |
| Total income | | 389,394 | 143,553 | 532,947 | 404,922 |
| Expenditure on: | | | | | |
| Charitable activities | 7 | 318,302 | 78,517 | 396,819 | 333,894 |
| Total expenditure | | 318,302 | 78,517 | 396,819 | 333,894 |
| Net Income | | 71,092 | 65,036 | 136,128 | 71,028 |
| Transfers between funds | 15 | 48,999 | (48,999) | - | - |
| Net movement in funds | | 120,091 | 16,037 | 136,128 | 71,028 |
| Reconciliation of funds: | | | | | |
| Total funds brought forward | | 272,097 | 41,199 | 313,296 | 242,268 |
| Net movement in funds | | 120,091 | 16,037 | 136,128 | 71,028 |
| Total funds carried forward | | 392,188 | 57,236 | 449,424 | 313,296 |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 13 to 26 form part of these financial statements.

HARTLEPOOL CARERS
(A company limited by guarantee)
REGISTERED NUMBER: 07025891

BALANCE SHEET
AS AT 31 MARCH 2022

| | Note | 2022 £ | 2021 £ |
|--|------|-----------------------|-----------------------|
| Fixed assets | | | |
| Tangible assets | 12 | 171,340 | 115,354 |
| | | <u>171,340</u> | <u>115,354</u> |
| Current assets | | | |
| Debtors | 13 | 28,589 | 27,095 |
| Cash at bank and in hand | | 261,387 | 187,134 |
| | | <u>289,976</u> | <u>214,229</u> |
| Creditors: amounts falling due within one year | 14 | (11,892) | (16,287) |
| Net current assets | | <u>278,084</u> | <u>197,942</u> |
| Total net assets | | <u><u>449,424</u></u> | <u><u>313,296</u></u> |
| Charity funds | | | |
| Restricted funds | 15 | 57,236 | 41,199 |
| Unrestricted funds | 15 | 392,188 | 272,097 |
| Total funds | | <u><u>449,424</u></u> | <u><u>313,296</u></u> |

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

HARTLEPOOL CARERS
(A company limited by guarantee)
REGISTERED NUMBER: 07025891

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2022

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



S Piercy
Chairman

Date: 25/1/23

The notes on pages 13 to 26 form part of these financial statements.

HARTLEPOOL CARERS
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

| | 2022 £ | 2021 £ |
|---|----------------|----------------|
| Cash flows from operating activities | | |
| Net cash used in operating activities | 136,567 | (2,641) |
| Cash flows from Investing activities | | |
| Interest received | - | 9 |
| Purchase of tangible fixed assets | (62,314) | (450) |
| Net cash used in Investing activities | (62,314) | (441) |
| Change in cash and cash equivalents in the year | 74,253 | (3,082) |
| Cash and cash equivalents at the beginning of the year | 187,134 | 190,216 |
| Cash and cash equivalents at the end of the year | 261,387 | 187,134 |

The notes on pages 13 to 26 form part of these financial statements

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. General Information

The charity is a company limited by guarantee and registered in England and Wales. The members of the charity are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Registered number: 07025891
Charity number: 1132951

The registered office address is 19a Lowthian Road, Hartlepool, TS24 8BH

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hartlepool Carers meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

2.3 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Gifts in kind donated for use for the charity are included at valuation and recognised as income when they are received.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

HARTLEPOOL CARERS
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £200 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

| | |
|-----------------------|------------------------|
| Freehold property | - 2% straight line |
| Fixtures and fittings | - 25% reducing balance |
| Caravan | - 10% reducing balance |

2.6 Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.7 Pensions

The charity contributes to defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

2.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

3. Income from donations and legacies

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Donations | 32,002 | 63,287 | 95,289 | 8,347 |
| Grants | 11,500 | 56,447 | 67,947 | 72,001 |
| Government grants | - | - | - | 22,185 |
| | <u>43,502</u> | <u>119,734</u> | <u>163,236</u> | <u>102,533</u> |
| <i>Total 2021</i> | <u>59,072</u> | <u>43,461</u> | <u>102,533</u> | |

4. Income from charitable activities

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-------------------|------------------------------------|-----------------------------|-----------------------------|
| Contract income | <u>345,892</u> | <u>345,892</u> | <u>270,557</u> |
| <i>Total 2021</i> | <u>270,557</u> | <u>270,557</u> | |

5. Fundraising Income

Income from fundraising events

| | Restricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-------------------|----------------------------------|-----------------------------|-----------------------------|
| Fundraising | <u>23,819</u> | <u>23,819</u> | <u>31,823</u> |
| <i>Total 2021</i> | <u>31,823</u> | <u>31,823</u> | |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

6. Investment income

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-------------------|------------------------------------|-----------------------------|-----------------------------|
| Bank interest | - | - | 9 |
| <i>Total 2021</i> | <i>9</i> | <i>9</i> | |

7. Analysis of expenditure on charitable activities

Summary by fund type

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ | Total 2021 £ |
|-----------------------------------|------------------------------------|----------------------------------|--------------------|--------------------|
| Support of adult and young carers | 318,302 | 78,517 | 396,819 | 333,894 |
| <i>Total 2021</i> | <i>266,286</i> | <i>67,608</i> | <i>333,894</i> | |

8. Analysis of expenditure by activities

| | Activities undertaken directly 2022 £ | Support costs 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-----------------------------------|---|-------------------------------|-----------------------------|-----------------------------|
| Support of adult and young carers | 278,138 | 118,681 | 396,819 | 333,894 |
| <i>Total 2021</i> | <i>252,923</i> | <i>80,971</i> | <i>333,894</i> | |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

| | Support of adult and young carers 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|--------------------------|---|-----------------------------|-----------------------------|
| Staff costs (restricted) | 18,494 | 18,494 | 15,766 |
| Activities and events | 57,042 | 57,042 | 57,842 |
| Staff travel | 4,718 | 4,718 | 5,421 |
| Staff costs | 197,884 | 197,884 | 173,894 |
| | <u>278,138</u> | <u>278,138</u> | <u>252,923</u> |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. Analysis of expenditure by activities (continued)

Analysis of support costs

| | Support of adult and young carers 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|---------------------------------|---|-----------------------------|-----------------------------|
| Staff costs | 45,483 | 45,483 | 37,813 |
| Depreciation | 6,328 | 6,328 | 2,059 |
| Accountancy | 2,621 | 2,621 | 2,947 |
| Advertising | 8,426 | 8,426 | 4,351 |
| Bank charges | 189 | 189 | 220 |
| Cleaning & repairs | 19,211 | 19,211 | 8,891 |
| Premises Costs | 12,358 | 12,358 | 9,674 |
| Legal and Professional | 7,323 | 7,323 | 6,104 |
| Printing postage and stationery | 5,479 | 5,479 | 3,731 |
| Sundries | 179 | 179 | 462 |
| Other Staff costs | 9,211 | 9,211 | 45 |
| Subscriptions | 143 | 143 | 3,024 |
| Independent exam | 1,730 | 1,730 | 1,650 |
| | <u>118,681</u> | <u>118,681</u> | <u>80,971</u> |
| <i>Total 2021</i> | <u>80,971</u> | <u>80,971</u> | |

9. Independent examiner's remuneration

| | 2022 £ | 2021 £ |
|--|--------------|--------------|
| Fees payable to the charity's independent examiner for the independent examination of the charity's financial statements | <u>1,730</u> | <u>1,650</u> |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

10. Staff costs

| | 2022 £ | 2021 £ |
|--|----------------|----------------|
| Wages and salaries | 239,479 | 208,557 |
| Social security costs | 15,665 | 13,045 |
| Contribution to defined contribution pension schemes | 6,717 | 5,871 |
| | <u>261,861</u> | <u>227,473</u> |

The average number of persons employed by the charity during the year was as follows:

| | 2022 No. | 2021 No. |
|-----------|-------------|-------------|
| Employees | <u>13</u> | <u>11</u> |

No employee received remuneration amounting to more than £60,000 in either year.

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

12. Tangible fixed assets

| | Freehold property £ | Fixtures and fittings £ | Caravan £ | Total £ |
|-----------------------|---------------------------|-------------------------------|---------------|----------------|
| Cost | | | | |
| At 1 April 2021 | 112,008 | 38,212 | - | 150,220 |
| Additions | - | 6,840 | 55,474 | 62,314 |
| At 31 March 2022 | <u>112,008</u> | <u>45,052</u> | <u>55,474</u> | <u>212,534</u> |
| Depreciation | | | | |
| At 1 April 2021 | 1,241 | 33,626 | - | 34,866 |
| Charge for the year | 529 | 1,692 | 4,107 | 6,328 |
| At 31 March 2022 | <u>1,770</u> | <u>35,317</u> | <u>4,107</u> | <u>41,194</u> |
| Net book value | | | | |
| At 31 March 2022 | <u>110,238</u> | <u>9,735</u> | <u>51,367</u> | <u>171,340</u> |
| At 31 March 2021 | <u>110,767</u> | <u>4,587</u> | <u>-</u> | <u>115,354</u> |

13. Debtors

| | 2022 £ | 2021 £ |
|--------------------------------|---------------|---------------|
| Due within one year | | |
| Trade debtors | 28,589 | 22,710 |
| Prepayments and accrued income | - | 4,385 |
| | <u>28,589</u> | <u>27,095</u> |

HARTLEPOOL CARERS
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

14. Creditors: Amounts falling due within one year

| | 2022 | 2021 |
|------------------------------------|---------------|---------------|
| | £ | £ |
| Trade creditors | 736 | 4,166 |
| Other taxation and social security | 4,766 | 4,124 |
| Other creditors | 3,820 | 5,457 |
| Accruals and deferred income | 2,570 | 2,540 |
| | 11,892 | 16,287 |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

15. Statement of funds

Statement of funds - current year

| | Balance at 1 April 2021 £ | Income £ | Expenditure £ | Transfers In/out £ | Balance at 31 March 2022 £ |
|---------------------------------|---------------------------------|----------------|------------------|--------------------------|-------------------------------------|
| Unrestricted funds | | | | | |
| Designated funds | | | | | |
| Designated funds | 139,243 | - | - | 55,000 | 194,243 |
| General funds | | | | | |
| Core | 132,854 | 43,502 | (68,248) | 89,837 | 197,945 |
| Carers contract | - | 345,892 | (260,054) | (95,838) | - |
| | 132,854 | 389,394 | (318,302) | (6,001) | 197,945 |
| Total Unrestricted funds | 272,097 | 389,394 | (318,302) | 48,999 | 392,188 |
| Restricted funds | | | | | |
| Carers Activities | 6,157 | 38,106 | (27,723) | - | 16,540 |
| Carers Trust | 23,970 | 41,448 | (28,150) | - | 37,268 |
| Pears Foundation | 9,903 | - | (6,475) | - | 3,428 |
| Greggs Foundation | 1,029 | - | (1,029) | - | - |
| The Wakeham Trust | 140 | - | (140) | - | - |
| The Ballinger Trust | - | 15,000 | (15,000) | - | - |
| PFC Trust | - | 48,999 | - | (48,999) | - |
| | 41,199 | 143,553 | (78,517) | (48,999) | 57,236 |
| Total of funds | 313,296 | 532,947 | (396,819) | - | 449,424 |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

15. Statement of funds (continued)

Statement of funds - prior year

| | <i>Balance at 1 April 2020 £</i> | <i>Income £</i> | <i>Expenditure £</i> | <i>Transfers in/out £</i> | <i>Balance at 31 March 2021 £</i> |
|---------------------------------|--|---------------------|--------------------------|-----------------------------------|---|
| Unrestricted funds | | | | | |
| Designated funds | | | | | |
| Designated funds | 69,243 | - | - | 70,000 | 139,243 |
| General funds | | | | | |
| Core | 139,502 | 59,081 | (44,830) | (20,899) | 132,854 |
| Carers contract | - | 270,557 | (221,456) | (49,101) | - |
| | 139,502 | 329,638 | (266,286) | (70,000) | 132,854 |
| Total Unrestricted funds | 208,745 | - | (266,286) | - | 272,097 |
| Restricted funds | | | | | |
| Carers Activities | 1,498 | 34,976 | (30,317) | - | 6,157 |
| Carers Trust | 11,188 | 40,308 | (27,526) | - | 23,970 |
| Pears Foundation | 9,903 | - | - | - | 9,903 |
| Greggs Foundation | 1,029 | - | - | - | 1,029 |
| The Wakeham Trust | 140 | - | - | - | 140 |
| The Ballinger Trust | 9,765 | - | (9,765) | - | - |
| | 33,523 | 75,284 | (67,608) | - | 41,199 |
| Total of funds | 242,268 | 75,284 | (333,894) | - | 313,296 |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

Transfers general funds

Transfers out of Carers Contract were used to cover core costs

Designated funds

£81,000 was designated to cover three months running costs and redundancy if the funding to the charity was to cease, £58,243 was designated to cover the cost of running and repairing the caravan donated in the year and £55,000 was designated to cover two new employees starting post year end.

Free reserves

At the year end total reserves were £449,424, of which £220,848 were free reserves.

Pears Foundation

This money was toward the purchase of a caravan. It has been used to purchase decking around the new caravan donated in the year. The balance of the fund will be spent in the following year, however, on what has not been determined.

Carers Activities

Donations raised specifically to fund activities for carers.

Carers Trust

Monies are to be used to pay for respite breaks and much needed appliances and repairs for carers.

The Ballinger Trust

Monies received to cover the costs of a new employee for the charity

PFC Trust

The trust donated a caravan to the charity for respite for carers.

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ |
|-------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Tangible fixed assets | 171,340 | - | 171,340 |
| Current assets | 232,740 | 57,236 | 289,976 |
| Creditors due within one year | (11,892) | - | (11,892) |
| Total | 392,188 | 57,236 | 449,424 |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

| | <i>Unrestricted funds 2021 £</i> | <i>Restricted funds 2021 £</i> | <i>Total funds 2021 £</i> |
|-------------------------------|--|--|---------------------------------------|
| Tangible fixed assets | 115,354 | - | 115,354 |
| Current assets | 173,030 | 41,199 | 214,229 |
| Creditors due within one year | (16,287) | - | (16,287) |
| Total | 272,097 | 41,199 | 313,296 |

17. Reconciliation of net movement in funds to net cash flow from operating activities

| | 2022 £ | 2021 £ |
|--|-------------------|-------------------|
| Net income for the year (as per Statement of Financial Activities) | 136,128 | 71,028 |
| Adjustments for: | | |
| Depreciation charges | 6,328 | 2,059 |
| Interest received | - | (9) |
| Increase in debtors | (1,494) | (4,170) |
| Decrease in creditors | (4,395) | (71,549) |
| Net cash provided by/(used in) operating activities | 136,567 | (2,641) |

18. Analysis of cash and cash equivalents

| | 2022 £ | 2021 £ |
|--|-------------------|-------------------|
| Cash in hand | 261,387 | 187,134 |
| Total cash and cash equivalents | 261,387 | 187,134 |

HARTLEPOOL CARERS
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

19. Analysis of changes in net debt

| | At 1 April 2021 | Cash flows | At 31 March 2022 |
|--------------------------|--------------------|---------------|---------------------|
| | £ | £ | £ |
| Cash at bank and in hand | 187,134 | 74,253 | 261,387 |
| | <u>187,134</u> | <u>74,253</u> | <u>261,387</u> |

20. Related party transactions

There were no related party transactions during the year.